

An Open Letter to our Sports Field User Groups

The City of Las Vegas Municipal Sports Unit, a division of the Parks, Recreation and Neighborhood Services Department, is preparing for the 2014 Fall Allocation Season. We have experienced tremendous growth in both youth and adult sports, and this growth is anticipated to continue. Our sports fields are world-class, and as the demand for premier sports fields continues, the City will continue to work hard to improve our residents' and visitors' park experience. Many parks received recent upgrades, and more are planned for the coming year. The City recognizes that recreational sports are a fundamental component of fostering a healthy lifestyle and helping a community thrive.

We have resisted raising field use fees in recent years, yet the costs associated with maintenance and service continue to increase. With much thought and consideration, the City has decided to increase several of our field permitting fees in order to maintain the quality of the sports facilities and to continue to provide a high level of service to an increasing number of customers. Below is a list of the fees and dates they will be implemented:

Beginning Aug. 1, 2014:

Community League Allocation Permits and Tournaments, Clinics, Camps or other Sporting Event Permits:

- A \$10-per-hour light fee will be charged when lights are used for sports field use on all field use permits.

Beginning Jan. 1, 2015:

Tournaments, Clinics, Camps, or other Sporting Event Permits:

- The Diamond Field Use Fee (baseball/softball fields) will go from \$15 non-profit/\$30 commercial per hour, plus a 15 percent Gross Team Revenue Fee, to a flat hourly field use rate of \$50 per hour.
- The Box Field Use Fee (Football, Lacrosse, or Soccer fields) will go from \$15 non-profit/\$30 commercial per hour, plus a 15 percent Gross Team Revenue Fee, to a flat hourly field use rate of \$70 per hour.
- The Concession/Vendor Fee will go from a \$50-per-location, per-event fee to a flat \$500 fee per event.
- The Scoreboard Use Fee will be eliminated. Use of scoreboards will be complimentary if a scoreboard controller is owned or rented.

Beginning Mar. 1, 2015:

Community Leagues Allocation Permits:

- Field use fees will go from \$3 per hour to \$10 per hour.

- The Fixed Building Concession Permit Fee will go from a \$50 fee per allocation season to a \$1,000 fee per allocation season.

The complete fee schedules for each phase are available on our website at <http://lasvegasnevada.gov/municipalsports/forms.htm>. The link is at the bottom of the page.

2014 Fall Allocation Season (Aug. 1 – Feb. 28) important dates and information:

The Municipal Sports Unit is now accepting Field Allocation Request forms for the 2014 Fall Allocation Season. In order to be considered for an allocation field use permit, the following items must be submitted no later than 5 p.m. on Monday, May 12, 2014:

1. The **Allocation Field Request Form** must be submitted by the deadline of Monday, May 12, at 5 p.m. Failure to properly complete/submit the request form by the deadline may result in the loss of field privileges and/or denial of field permits for the Fall Allocation Season. Submitting a request form does not guarantee a field permit will be issued. The **Allocation Request Form** is available on our website at <http://lasvegasnevada.gov/municipalsports/forms.htm>.
2. **A separate Allocation Field Request Form must be submitted for youth leagues and adult leagues. For example, if your organization has a youth league and an adult league, you would complete two separate field request forms.**
3. Provide your City of Las Vegas business license number on the Allocation Field Request Form or provide a letter of exemption. The license number will be verified and confirmed to be in good standing.
4. Non-profit organizations requesting to be recognized as such must provide their federal tax identification number (EIN number) on the Allocation Field Request Form. The EIN number will be verified and confirmed to be in good standing.

Organizations that have an outstanding balance with the City of Las Vegas will not be considered for this allocation period. You may view your account online at recreation.lasvegasnevada.gov or contact the MSU office at (702) 229-1642.

Organizations will be notified via email of the date, time, and location of the 2014 Fall Allocation meeting. You will be given your allocation packet at this meeting. The meeting and information contained within your packet will provide you with the necessary requirements, policies, procedures and supporting documents needed as well as outlining the steps needed to complete the allocation permitting process.

All required supporting documents must be submitted and all associated fees must be paid in full in order for permits to be finalized by 5 p.m. on Wednesday, July 16, 2014.

If you have any questions or need further assistance, please contact us at municipalsportsunit@lasvegasnevada.gov or (702) 229-1642.

Thank you for choosing the City of Las Vegas for your sports field needs. We appreciate your continued support and look forward to working with each of you.

Regards,

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City of Las Vegas website at www.lasvegasnevada.gov
MSU hours: Monday-Thursday 7 a.m. - 5:00 p.m. (CLOSED Friday)